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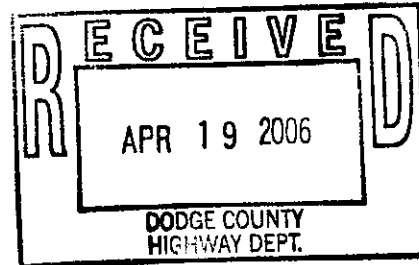
Nebraska Intergovernmental Risk Management Association

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Craig L. Nelson, Executive Director

Agenda Item # 20e)
COPY Date 4-26-06

Dean Lux, Chairman
Dodge County Board of Supervisors
P.O. Box 393
North Bend, Nebraska 68649-0393



April 14, 2006

Dear Dean:

First, we would like to thank you for allowing us time in your busy schedule to address important loss control issues.

Secondly, at our recent meeting we provided you with information concerning the NIRMA MODEL SAFETY MANUAL and NIRMA TEN BEST PRACTICES.

The goal of the NIRMA TEN BEST PRACTICES is to provide management with cost effective and efficient management tools aimed at reducing losses which have a negative impact and effect on the county budget.

Also as explained the objectives of the NIRMA MODEL SAFETY MANUAL are twofold:

- (1) To assist member counties in analyzing the effectiveness of an existing safety manual; and,
- (2) To serve as a guide and provide a framework in developing and implementing your own safety manual if one is not written.

This is the small picture, the much larger picture addresses a total internal review of your entire safety program. The manual does not address standards, it specifically addresses injury or other means of loss prevention. And, this is the goal of the county safety committee - to eliminate or at least reduce those exposures resulting in a loss to the county. It is only by reducing losses that gains can be made by the county.

It is suggested that the following action plan be implemented. The county board charge the county safety committee with the following three directives:

1. Reviewing the TEN BEST PRACTICES and make written suggestions to officials regarding the implementation including what time-frame is needed for full implementation. The suggested time frame for implementation could be 90 days or less.

A. NIRMA can provide more detailed implementation information if desired, contact us.

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2. Conduct an in-depth review of the **NIRMA MODEL SAFETY MANUAL**:
 - A. In comparison to your existing manual, updating the existing manual as, and if, needed.
 - B. Make a presentation to officials regarding adoption and implementation within 90 days or sooner; or,
 - C. When there is not an existing county safety manual use the **NIRMA MODEL SAFETY MANUAL** as a guide for developing, adopting and implementing a county safety manual.
 - D. Make a presentation to officials regarding adoption and implementation within 90 days or sooner; or,
3. Using the attached **SAFETY COMMITTEE CHECKLIST** conduct a full review of the county safety committee.
 - A. If deficiencies are found make suggestions to the officials regarding actions needed to meet the minimum requirements of the statutes and rules and the time-frame needed for full implementation. Deficiencies should be corrected within 90 days or sooner.

Additionally, and for further assistance in understanding the total program, the following Web-sites provide information regarding the applicable laws , rules and standards as well as a sample **WORKPLACE INJURY PREVENTION PROGRAM**.

The statutes applicable to the **WORKPLACE SAFETY CONSULTATION PROGRAM** can be found at:

srvwww.unicam.state.ne.us/Laws2005.html

Click on **STATUTES** then Chapter 48, then 48-443 et seq.

The rules applicable to this program may be found at:

www.dol.state.ne.us/LEGALregs/230-06.pdf

The Department of Labor, Workforce Development uses as a guide the Occupational Safety and Health Act (OSHA) regulations which can be found at:

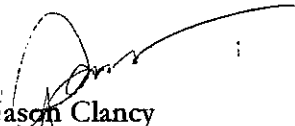
www.osha.gov/pls/oshaweb/owastand.display_standard_group?p_toc_level=1&p_part_number=1910

A sample **WORKPLACE INJURY PREVENTION PROGRAM** can be found at:

www.dol.state.ne.us/nwd/center.cfm?PRICAT=4&SUBCAT=4F&ACTION=ippsample#sp

The Model Safety Manual is available electronically on disc in Microsoft Word or Corel Word Perfect formats so a county may easily copy applicable subjects or customize them, when necessary, to address their respective requirements. Please call the NIRMA office and ask for Briean at 800-642-6671 to request your copy of the Manual on disc. Additional manuals are not available.

Our plan is to meet with the safety committee in approximately three months to see what progress has been made and if NIRMA could provide additional assistance. If additional assistance is needed prior to that meeting please contact me.



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cc: ✓ NIRMA Contact Person
 Board Chairman
 Safety Committee Chairperson
 ✓ Highway Superintendent